

# What You Need to Know about the Master Deliverables List (MDL)

## ***The Project Delivery Information System (PDIS)...***

The goals of the Project Delivery Information System (PDIS), using the PS8 software, are to:

1. Improve communication and coordination of efforts between project participants – the Project Office, Region level specialty (“support”) groups, HQ based specialty groups, etc.,
2. Provide a system that can simultaneously manage multiple projects at the project team, office, region, or statewide levels. A primary purpose for this function is to enable the management (“balancing”) of resources (primarily people) who are assigned to multiple projects. This function (at the statewide level) is referred to as “enterprise” scheduling.

## ***The need for a common “language” and the Master Deliverables List ...***

Prior to implementing PDIS the choice of project task names was subjective and largely up to the staff (scheduler) on each project. There has historically been some standardization of task names at the region level, but even these varied between the regions.

In order for the PDIS to accomplish the above goals, all users need to use the same project task names. The Master Deliverables List (MDL), providing a comprehensive list of “high level” project elements, was developed by the PDIS Implementation Steering Team, and reviewed and approved by all regions, Urban Corridors and Headquarters groups.

The MDL is a Work Breakdown Structure organized in WSDOT project phases and listed down to the deliverables level. There are 10 levels available within PS8, and the team’s intention is to have consistently applied task names to the deliverables level (usually level 4 or 5) while leaving the remainder for flexible use by regions, project managers and teams.

The only caveat is that all tasks must roll up into the standardized higher-level categories in the MDL.

## ***Using the Master Deliverables List (MDL)...***

The use of the MDL will simplify the development of specific project Work Breakdown Structures by project managers and teams. The MDL will serve as a starting point for the creation of project specific work breakdown structures.

The first step is a process of eliminating those elements in the MDL that do not apply to the specific project under development. Once the MDL has been narrowed to the applicable elements the project manager and team will further develop the project specific WBS by identifying the tasks, sub-tasks, etc. necessary for that project.

Because project categories and deliverables will be consistently named across the state, WSDOT will also be able to more effectively manage our programs including tracking and monitoring project delivery.

## ***Structure of the Master Deliverables List...***

Standardized Codes				Non-Standardized Codes					
Level 1: Project Phase	Level 2: Project Sub- Phase								
		Level 3: Category of Work							
			Level 4: Deliverable						
				Levels 5-10 (Non-Standard) Tasks/Activities					
PE	Scoping	Environmental	NEPA/SEPA Documents						
CN	Design/PS&E	Field Data	Traffic Report						
DB		Geotech	Surfacing Report						
		Materials	Appraisals						
		R/W							
		Structures							
		Traffic							